



# **RĀRANGI TAKE AGENDA**

## **Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board Meeting**

**I hereby give notice that a Meeting of the Poari ā-Hapori o  
Paraparaumu | Paraparaumu Community Board will be held on:**

**Te Rā | Date: Tuesday, 18 June 2024**

**Te Wā | Time: 6.30pm**

**Te Wāhi | Location: Council Chamber  
Ground Floor, 175 Rimu Road  
Paraparaumu**

**Mark de Haast  
Group Manager Corporate Services**

**Kāpiti Coast District Council**

**Notice is hereby given that a meeting of the Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Tuesday 18 June 2024, 6.30pm.**

**Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board Members**

Mr Glen Olsen	Chair
Mr Guy Burns	Deputy
Mr Bernie Randall	Member
Mr Karl Webber	Member
Cr Glen Cooper	Member
Cr Kathy Spiers	Member

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**1      NAU MAI | WELCOME****2      WHAKAPĀHA | APOLOGIES****3      TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |  
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Notification from Elected Members of:

3.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

3.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

**4      HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME****5      NGĀ TEPUTEIHANA | DEPUTATIONS**

Nil

**6      NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

(a)    Leave of Absence

(b)    Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

(c)    Community Board Members' Activities

**7      HE KŌRERO HOU | UPDATES**

Nil

## 8 PŪRONGO | REPORTS

### 8.1 CONSIDERATIONS OF APPLICATIONS FOR FUNDING

Kaituhi | Author: **Evan Dubisky, Advisor Governance**

Kaiwhakamana | Authoriser: **Mark de Haast, Group Manager Corporate Services**

### TE PŪTAKE | PURPOSE

- 1 For the Paraparaumu Community Board to consider applications to the Discretionary Fund and to note Accountability Reports of previous funding recipients.

### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Not required for this report.

### TE TUKU HAEPAHA | DELEGATION

- 3 The Paraparaumu Community Board has delegated authority under section D of the 2022-2025 Governance Structure to consider and approve grant funding applications. The section states that the community board has the delegation to:

*Approve criteria for, and disbursement of, community-based grant funds as approved through the Long-Term Plan or Annual Plan.*

### TAUNAKITANGA | RECOMMENDATIONS

- A. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Digital Seniors to assist with expenses related to expanding their technology support for seniors to the Kapiti Coast.
- B. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Benefit Advocacy Kapiti to assist with the costs of providing services to support beneficiaries' financial entitlements.
- C. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Waikanae Cameo Society Inc to assist with financial needs including rent and electricity.
- D. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Feline Fix to assist with providing cat de-sexing services to financially restricted families and animal rescues.
- E. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Kapiti Senior Fitness to support those who are struggling with the costs to attend fitness classes.
- F. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Natasha Goggin to help cover the travel costs to attend the U21 tenpin bowling team at the World Youth Tenpin Bowling Championships in South Korea and the Australian National Championships to be held in Queensland.
- G. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Special Olympics Kapiti to purchase equipment for footballers to support their training.
- H. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Cancer Society of New Zealand Wellington Division Inc to help purchase stackable folding chairs and garden maintenance supplies for their community garden.
- I. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Ngahina Kindergarten to help fund a 50<sup>th</sup> Year Celebration event.
- J. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Raumati Line Dancers to help with hall hire to hold "Socials," which usually have around 70 dancers attending from various areas of New Zealand.

- K. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Paraparaumu Beach School towards the cost of accommodation in Tauranga for the girls' hockey team to participate in the Zespri AIMS Games in September 2024.
- L. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Kapiti Boating Club to assist with the costs of installing shelving in their kitchen to better meet the demands of both their 600+ members and community hires.
- M. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Caleb Pulepule to cover a contribution he is responsible to provide to Wellington Hockey Association to be their traveling umpire at the U16 Representative Hockey Tournament from July 15-18 2024 in Hamilton.
- N. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Mulled Wine Concerts to assist with costs associated with a concert on 23 June 2024, including hall hire and printing flyers.
- O. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Good Bitches Trust to support their national fundraising kaupapa and signal to volunteers in this community that their contribution is seen and valued.
- P. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Volunteer Kapiti to assist with outreach to volunteer involving organisations in Paraparaumu and the promotion of volunteering in Paraparaumu.
- Q. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Kapiti US Marines Trust to fund improvements with their signage including story telling at Camp Russel, near Whareroa Farm.
- R. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Kāpiti Waldorf Trust to fund a mural on the fence for their playgroup.

## TŪĀPAPA | BACKGROUND

- 4 This is the eighth and final Paraparaumu Community Board meeting of the 2023/2024 financial year.
- 5 To allocate Discretionary Grants, the Board should duly consider the established criteria, attached as Appendix 1 to this report.
- 6 Once funding has been approved and allocated to applicants, accountability reports will be required two months after the event or activity for which the grant was awarded takes place.

## HE KŌRERORERO | DISCUSSION

- 7 The following applications for funding have been received and are attached as Appendix 2 (under separate cover) to this report and summarised below.
- 8 Digital Seniors  
Mel Haarer, on behalf of Digital Seniors, has applied for a grant of \$750 to assist with expenses related to expanding their technology support for seniors to the Kapiti Coast.
- 9 Benefit Advocacy Kapiti  
Trevor Hosking, on behalf of Benefit Advocacy Kapiti, has applied for a grant of \$750 to assist with the costs of providing services to support beneficiaries' financial entitlements.
- 10 Waikanae Cameo Society Inc  
Trevor Hosking, on behalf of Waikanae Cameo Society Inc, has applied for a grant of \$750 to assist with financial needs including rent and electricity.
- 11 Feline Fix  
Annette Buckley, on behalf of Feline Fix, has applied for a grant of \$750 to assist with providing cat de-sexing services to financially restricted families and animal rescues.

- 12 Kapiti Senior Fitness  
Chris Pyke, on behalf of Kapiti Senior Fitness, has applied for a grant of \$750 to support those who are struggling with the cost to attend fitness classes.
- 13 Natasha Goggin  
Natasha Goggin has applied for a grant of \$1000 to help cover the travel costs to attend the U21 tenpin bowling team at the World Youth Tenpin Bowling Championships in South Korea and the Australian National Championships to be held in Queensland.
- 14 Special Olympics Kapiti  
Anne Cheetham, on behalf of Special Olympics Kapiti, has applied for a grant of \$966.80 to purchase equipment for footballers to support their training.
- 15 Cancer Society of New Zealand Wellington Division Inc  
Claire Sonntag, on behalf of Cancer Society of New Zealand Wellington Division Inc, has applied for a grant of \$750 to help purchase stackable folding chairs and garden maintenance supplies for their community garden.
- 16 Ngahina Kindergarten  
Katrina Fowler, on behalf of Ngahina Kindergarten, has applied for a grant of \$750 to help fund a 50<sup>th</sup> Year Celebration event.
- 17 Raumati Line Dancers  
Sharon McArthur, on behalf of Raumati Line Dancers, has applied for a grant of \$500 to help with hall hire to hold "Socials," which usually have around 70 dancers attending from various areas of New Zealand.
- 18 Paraparaumu Beach School  
Rachel Steinmetz and Susan Corin, on behalf of Paraparaumu Beach School, have applied for a grant of \$750 towards the cost of accommodation in Tauranga for the girls' hockey team to participate in the Zespri AIMS Games in September 2024.
- 19 Kapiti Boating Club  
John Smith, on behalf of Kapiti Boating Club, has applied for funding of \$1,415 to assist with the cost of installing shelving in their kitchen to better meet the demands of both their 600+ members and community hires.
- 20 Caleb Pulepule  
Caleb Pulepule has applied for a grant of \$200 to cover a contribution to Wellington Hockey Association to be their traveling umpire at the U16 Representative Hockey Tournament from July 15-18 2024 in Hamilton.
- 21 Mulled Wine Concerts  
Mary Gow, on behalf of Mulled Wine Concerts, has applied for a grant of \$500 to assist with costs associated with a concert on 23 June 2024, including hall hire and printing flyers.
- 22 Good Bitches Trust  
Katy Rowden, on behalf of Good Bitches Trust, has applied for a grant of \$750 to support their national fundraising kaupapa and signal to volunteers in this community that their contribution is seen and valued.
- 23 Volunteer Kapiti  
Amy Helm, on behalf of Volunteer Kapiti, has applied for a grant of \$750 to assist with outreach to volunteer involving organisations in Paraparaumu and the promotion of volunteering in Paraparaumu.
- 24 Kapiti US Marines Trust  
Sue Harris, on behalf of Kapiti US Marines Trust, has applied for a grant of \$6,000 to fund improvements with their signage including story telling at Camp Russel, near Whareroa Farm.
- 25 Kāpiti Waldorf Trust  
Toni Weir, on behalf of Kāpiti Waldorf Trust, has applied for a grant of \$2,000 to fund a mural on the fence for their playgroup.



26 The discretionary grant applications under consideration in this report total \$20,081.80.

### He take | Issues

27 There are no issues to consider.

### Ngā kōwhiringa | Options

28 There are no options to consider for this report.

### Mana whenua

29 Mana Whenua have not been consulted as part of this report. The funding allocation is fully within the delegation of the Paraparaumu Community Board to consider.

### Panonitanga Āhuarangi me te Taiao | Climate change and Environment

30 There are no climate change and environment considerations within this report.

### Ahumoni me ngā rawa | Financial and resourcing

31 Budget allocations for the 2023/2024 financial year for the Paraparaumu Community Board Discretionary Grant are as follows:

2023/24 budget allocation	Additional funding reallocation	Total allocated to date	Total unallocated to date
<b>\$24,794.00</b>	<b>\$6,554.00</b>	<b>\$18,925.95</b>	<b>\$12,422.05</b>

32 For the 2023/24 financial year, Discretionary Grants approved by the Paraparaumu Community Board are as follows:

Discretionary Grants				
Date	Recipient	Amount	Purpose of Grant	Report Due
18/07/23	Kāpiti Chorale	\$183.80	Assist with the cost of their 40 <sup>th</sup> anniversary concert to be held at Te Raukura ki Kāpiti on Saturday 12 August	Received October 2023
18/07/23	1 <sup>st</sup> XI Boys Football Team, Paraparaumu College	\$500	Assist with the team attending the winter Tournament in Auckland in August 2023.	Received September 2023
18/07/23	Loss and Grief Centre	\$500	Assist with the set-up of a Bereaved by Suicide Support Group launching in August 2023	Received October 2023
18/07/23	Paraparaumu College 1st XI Boys Hockey team	\$500	Wear matching hoodies while they attend the Rankin Cup/India Shield competition held in Wellington between 28 August and 2 September 2023	Funds returned
18/07/23	Nourish Trust	\$500	Assist their mission to support the community through giving out hampers of food at Christmas	Received April 2024
18/07/23	Kāpiti Underwater Club	\$600	Assist with hosting the North Island Spearfishing Championships in Feb 2024	May 2024
18/07/23	Paraparaumu Beach School	\$500	Assist with the girls' hockey team to the Zespri AIMS (Association of Intermediate Middle Schooling) Games in Tauranga in September 2023	Received October 2023

Discretionary Grants				
Date	Recipient	Amount	Purpose of Grant	Report Due
18/07/23	Euan Mason	\$600	Assist with the cost of him representing Paraparaumu College at various upcoming cycling events	Received December 2023
18/07/23	Loved4Life	\$500	Assist with the cost of providing volunteers with the materials for making quilts for new babies in the community	Received October 2023
18/07/23	Kapiti Boxing Club	\$600	Assist with running an Amateur Boxing Tournament on the 19 August 2023	November 2023 (followed up)
29/08/23	Michelle Scullion	\$750	Assist with the cost of organising a travel sketching course at KEDA business hub on 25-26 November 2023	Received January 2024
29/08/23	The Combined Lions Club of Kāpiti	\$250 -\$35.35	Assist with the printing costs of flyers and advertising to promote Food Bank collection in November. \$35.35 of unused funds were returned.	Received December 2023
24/10/23	Kāpiti Health Advisory Group, Sandra Daly	\$750	Assist with the printing costs of brochures and posters to provide information about accessing health services	January 2024
24/10/23	Kāpiti Basketball Association	\$500	Partially cover the costs of teams to attend the Basketball New Zealand AON Regional Tournament on 4-7 October 2023	Received November 2023
24/10/23	Widowed, Separated & Divorced Support Group	\$750	Assist with the costs associated with providing support group services to the Paraparaumu community, including a 10-week course	Received May 2024
24/10/23	Ashton & Kim Foote	\$500	Assist with the costs associated with a school trip to Thailand which they have been fundraising for.	Received April 2024
05/12/23	Naomi Allen-Boyd	\$650	Assist with the costs associated with attending NZ Touch Rugby Nationals in Auckland	April 2024
13/02/24	Kapiti Cubers	\$560	To cover venue hire until the end of the financial year 2025	May 2024
13/02/24	Kapiti Senior Singers	\$750	Assist with the costs of a pianist for rehearsals and concerts	May 2024
13/02/24	Paraparaumu College	\$750	To assist with costs for a cultural festival three-hour mini night market	Received May 2024
26/03/24	Horowhenua Coastal Football Club Inc	\$750	To assist with the purchase of equipment to deliver their footballing programs	June 2024
26/03/24	Kapiti Primary School	\$750	To assist with paying the wages of mentors who deliver the Create and Relate programme to primary school students	June 2024
07/05/24	Brain Injury Association Wellington	\$750	To assist with the costs of running regular support groups in Paraparaumu	August 2024

Discretionary Grants				
Date	Recipient	Amount	Purpose of Grant	Report Due
07/05/24	Fletcher Martin	\$750	To assist with the costs of representing Paraparaumu College at the London International Youth Science Forum (LIYSF) in 2024	October 2024
07/05/24	Coastguard Kapiti Coast	\$1200	To assist with the purchase of an Automated External Defibrillator outside Paraparaumu Boating Club	August 2024
07/05/24	The Combined Lions Club of Kapiti	\$300	To assist with the printing costs of flyers and advertising to promote Food Bank collection in November 2024	January 2025
07/05/24	Paraparaumu Scouts Group	\$750	To purchase replacement tents and cover some of the cost of their annual insurance	August 2024
07/05/24	Linda Wood	\$750	To help cover the costs for her daughter travel to Christchurch in August 2024 to attend the Canterbury Champs gymnastics event	October 2024
07/05/24	Kapiti Archery Club	\$750	To purchase amenities to enhance the infrastructure of the club and prioritize the well-being of those who partake in their archery activities	Received June 2024
07/05/24	Kapiti Art Studio	\$1000	To help pay for flights, accommodation, and transportation costs for Rebecca Bond and artist Erena Wylie to attend the Webbs auction in Auckland where Erena's art is up for auction	September 2024
07/05/24	Kapiti Chess Club	\$517.50	To pay for the venue hire for the 30th Kāpiti Rapid Chess Championship	August 2024
<b>Total</b>		<b>\$18,925.95</b>		

- 33 3 completed Accountability Reports for a Discretionary Grant approved by the Paraparaumu Community Board after 1 July 2023 are attached as Appendix 3 (under a separate cover).

#### Tūraru ā-Ture me te Whakahaere | Legal and Organisational Risk

- 34 There are no legal or organisational risk considerations in this report.

#### Ngā pānga ki ngā kaupapa here | Policy impact

- 35 Grants are allocated in accordance with the established criteria as per Appendix 1 to this report.

### TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

#### Te mahere tūhono | Engagement planning

- 36 This matter has a low level of significance under Council's Significance and Engagement Policy and engagement is not conducted prior to decision making.

#### Whakatairanga | Publicity

- 37 Board Members play an active role around the community in promoting the discretionary grants available. Details are also made available on Council's website.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Discretionary Grant Criteria of Paraparaumu Community Board [↓](#)
2. Grant Applications Under Consideration for 18 June 2024 Meeting (under separate cover) [⇒](#)
3. Accountability Reports Received for Grants in 2023/2024 Financial Year (under separate cover) [⇒](#)

## PARAPARAUMU COMMUNITY BOARD COMMUNITY GRANTS APPLICATION FORM

### Criteria for Community Grants

The purpose of the Paraparaumu Community Board's Community Grants is to provide financial assistance for projects or activities that promote the wellbeing of the Paraparaumu community and show clear community benefit.

### Eligible Organisations/Individuals

1. The organisation/individual must undertake its activities in the Paraparaumu area. The Board may consider financial assistance for events occurring outside the Paraparaumu Community where it is shown the community will benefit.
2. Eligible organisations include those that provide cultural, sports, environmental or social services to the Paraparaumu areas.

### Criteria

1. The applicant is unable to receive sufficient grants from other sources.
2. The applicant must be non-profit making.
3. The organisation/individual must use the financial assistance for its activities in the Paraparaumu Community. The Board may consider financial assistance for events occurring outside the Paraparaumu Community where it is shown the community will benefit.
4. Organisations must provide the most recent financial statements and a copy of a resolution noting the decision to apply for funding.
5. The organisation/individual has not received financial assistance from the Paraparaumu Community Board Community Grants Fund in the last twelve months.
6. Only one application will be considered by an organisation for one event (Individual team member applications will not be eligible).

Please note: All applications must have full documentation to support their application (**maximum of five pages in total**).

### Eligible Purposes:

1. Unique or infrequent project or activity;
2. Special project or activity;
3. Meritorious project or activity;
4. To partially or fully offset the cost of any Council permit, licence or resource consent fees\*;
5. The remission of hall rental\*.

\* within **the current financial year** of the project or activity

### Ineligible Purposes

1. Expenses incurred for school curriculum activities.
2. Retrospective expenses\*\*.

\*\*Grants will not be paid retrospectively other than for hall hire or for the cost of a permit, licence or resource consent fee.

Updated January 2023

## PARAPARAUMU COMMUNITY BOARD COMMUNITY GRANTS APPLICATION FORM

### Maximum Grant

The maximum grant payable is **\$750**.

### Accountability

Applicants are required to provide written confirmation or a verbal report that the money was spent for the purpose granted within 2 months of completion of the activity. Individuals are required to outline the benefits gained for them and community groups are required to furnish a written report outlining the benefits gained by the community. In normal circumstances applicants failing to meet accountability criteria will be excluded from any further applications for two years.

The Paraparaumu Community Board requires all monies that are not used for the purpose applied for to be returned to the Community Grants Fund. Failure to do so may exclude the applicant from any further application.

### Procedure for Applications

1. Applications must be made on the approved application form and must contain all supporting information. Failure to provide all of the required information will result in the application being returned to the applicant.
2. Applications must include a bank deposit slip.

***The above conditions and criteria do not preclude the Paraparaumu Community Board from considering any application at its discretion.***

### Applications are to be addressed to:

Democracy Services Team  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

or

democracy.services@kapiticoast.govt.nz

**Please Note:** Applications must be received by the Kāpiti Coast District Council at least 8 working days before the Paraparaumu Community Board meeting date to meet the reporting deadline.

Meetings are held every six weeks.

**9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES****9.1 CONFIRMATION OF MINUTES**

**Author:** Evan Dubisky, Democracy Services Advisor

**Authoriser:** Mark de Haast, Group Manager Corporate Services

**TAUNAKITANGA | RECOMMENDATIONS**

That the minutes of the Paraparaumu Community Board meeting of 7 May 2024 be accepted as a true and correct record.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Unconfirmed Minutes of the 7 May 2024 Paraparaumu Community Board Meeting [↓](#)

## PARAPARAUMU COMMUNITY BOARD MEETING MINUTES

7 MAY 2024

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
PARAPARAUMU COMMUNITY BOARD MEETING  
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON TUESDAY, 7 MAY 2024 AT 6.33PM**

**PRESENT:** Mr Glen Olsen, Mr Guy Burns, Mr Bernie Randall, Mr Karl Webber, Cr Kathy Spiers

**IN ATTENDANCE:** Cr Martin Halliday, Mr Mark de Haast, Mr Evan Dubisky

**WHAKAPĀHA |** Nil  
**APOLOGIES:**

**LEAVE OF** Cr Glen Cooper  
**ABSENCE:**

## 1 NAU MAI | WELCOME

The Chair, Glen Olsen, welcomed everyone to the meeting and invited Karl Webber to perform a karakia.

## 2 WHAKAPĀHA | APOLOGIES

Glen Cooper has a leave of absence.

## 3 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE | DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Guy Burns declared an interest in Kapiti Chess Club and indicated that he would leave the table during their grant application's discussion and vote.

## 4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

Rebecca Bond and Erena Wylie of Kapiti Art Studio spoke to their grant application and answered questions from elected members.

Cole Bailey and Graeme Bailey provided a verbal accountability report for his grant application and answered questions from elected members.

Kathy Spiers left the meeting at 6:47pm and returned at 6:49pm.

Pete Woodward of Coastguard Kapiti Coast spoke to his grant application and answered questions from elected members.

Gordon Lyall, President of Kapiti Chess Club, spoke to his grant application, which was raised as a matter of an urgent nature, and answered questions from elected members.

Dale Evans spoke to his concerns about the construction of the new skate park in Maclean Park and elected members addressed his concerns.

## 5 NGĀ TEPUTEIHANA | DEPUTATIONS

There were no deputations at this meeting.

## 6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

(a) Leave of Absence



## PARAPARAUMU COMMUNITY BOARD MEETING MINUTES

7 MAY 2024

Guy Burns requested a leave of absence for the 18 June meeting which the Chair granted.

- (b) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

The Chair indicated the inclusion of a grant application from the Kāpiti Chess Club that was received after the agenda had been published. This item will be considered under Item 8.1 Considerations of Applications of Funding.

- (c) Community Board Members' Activities

Karl Webber discussed complaints about camper vans on private land in the rohe.

Bernie Randall discussed how he represented the Older Person's Council's submission to the Long-term Plan hearing.

## 7 HE KŌRERO HOU | UPDATES

### 7.1 REVIEW OF THE FREEDOM CAMPING POLICY 2012

Lesley Olsson, Policy Advisor, and Hamish McGillivray, Manager Research & Policy, introduced the update, made a presentation to the community board regarding proposed freedom camping changes, and answered questions from elected members.

**COMMITTEE RESOLUTION PARCB2024/12**

Moved: Mr Guy Burns

Seconder: Mr Karl Webber

That the Paraparaumu Community Board note that the Freedom Camping Policy 2012 is being reviewed in 2024.

**CARRIED****TABLED DOCUMENTS**

The following documents were tabled:

**Appendices**

- 1 Review of the Freedom Camping Policy 2012 Presentation

Karl Webber left the meeting at 7:38pm and returned to the meeting at 7:40pm.

## 8 PŪRONGO | REPORTS

### 8.1 CONSIDERATIONS OF APPLICATIONS FOR FUNDING

**COMMITTEE RESOLUTION PARCB2024/13**

Moved: Mr Bernie Randall

Seconder: Mr Guy Burns

That the Paraparaumu Community Board approves a Discretionary grant of \$750.00 to the Brain Injury Association (Wellington) to assist with the costs of running regular support groups in Paraparaumu.

That the Paraparaumu Community Board approves a Discretionary grant of \$750.00 to Fletcher Martin to assist with the costs of representing Paraparaumu College at the London International

## PARAPARAUMU COMMUNITY BOARD MEETING MINUTES

7 MAY 2024

Youth Science Forum (LIYSF) in 2024.

That the Paraparaumu Community Board approves a Discretionary grant of \$1200.00 to Coastguard Kapiti Coast to assist with the purchase of an Automated External Defibrillator outside Paraparaumu Boating Club.

**CARRIED**

**COMMITTEE RESOLUTION PARCB2024/14**

Moved: Mr Guy Burns

Seconder: Mr Bernie Randall

That the Paraparaumu Community Board approves a Discretionary grant of \$300.00 to The Combined Lions Clubs of Kapiti to assist with the printing costs of flyers and advertising to promote Food Bank collection in November 2024.

That the Paraparaumu Community Board approves a Discretionary grant of \$750.00 to Paraparaumu Scout Group to purchase replacement tents and cover some of the cost of their annual insurance.

That the Paraparaumu Community Board approves a Discretionary grant of \$750.00 to Linda Wood to help cover the costs for her daughter travel to Christchurch in August 2024 to attend the Canterbury Champs gymnastics event.

**CARRIED**

**COMMITTEE RESOLUTION PARCB2024/15**

Moved: Mr Glen Olsen

Seconder: Cr Kathy Spiers

That the Paraparaumu Community Board approves a Discretionary grant of \$517.50 to Kapiti Chess Club to pay for the venue hire for the 30<sup>th</sup> Kāpiti Rapid Chess Championship.

**CARRIED**

Guy Burns abstained from this vote due to a declared interest.

**COMMITTEE RESOLUTION PARCB2024/16**

Moved: Mr Karl Webber

Seconder: Mr Glen Olsen

That the Paraparaumu Community Board approves a Discretionary grant of \$750.00 to Kapiti Archery Club to purchase amenities to enhance the infrastructure of the club and prioritize the well-being of those who partake in their archery activities.

That the Paraparaumu Community Board approves a Discretionary grant of \$1000.00 to Kapiti Art Studio to help pay for flights, accommodation, and transportation costs for Rebecca Bond and artist Erena Wylie to attend the Webbs auction in Auckland where Erena's art is up for auction.

**CARRIED**

## PARAPARAUMU COMMUNITY BOARD MEETING MINUTES

7 MAY 2024

**9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES****9.1 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION PARCB2024/17**

Moved: Mr Guy Burns

Seconder: Mr Bernie Randall

That the minutes of the Paraparaumu Community Board meeting of 26 March 2024 be accepted as a true and correct record.

**CARRIED****10 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION****10.1 MATTERS UNDER ACTION**

Members discussed information which was provided following the publication of the agenda that formed an update to Matters Under Action.

**11 CLOSING KARAKIA**

Karl Webber performed a karakia to close the meeting.

**The Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board meeting closed at 7:55pm.**

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**HEAMANA | CHAIRPERSON**

**10 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION****10.1 MATTERS UNDER ACTION**

**Author:** Evan Dubisky, Democracy Services Advisor

**Authoriser:** Mark de Haast, Group Manager Corporate Services

**MATTERS UNDER ACTION**

Attached as Appendix 1 are the updated matters under action for the Paraparaumu Community Board to review and note. The updated information is bolded.

**TAUNAKITANGA | RECOMMENDATIONS**

That the Paraparaumu Community Board note the attached matters under action

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Matters Under Action - June 2024 [📎](#)

## Paraparaumu Community Board – Matters Under Action Register (as at June 2024)

Item	Progress
Town Centres Project/ Paraparaumu Transport Hub	<p>Work on the main plaza areas are now complete with GWRC/Metlink currently installing the living-roof bus shelters and connecting walkway. The shelters will also incorporate public transport infrastructure such as Real Time Information displays and signage designed to ensure easy wayfinding for passengers.</p> <p>The western plaza, road crossing and eastern plaza connecting to the rail station is now open to the public. <b>Opening of the full site including the new bus lane is dependent completion of GWRC works, now expected to be complete in August 2024.</b></p> <p>GWRC have indicated they plan to start works on the station building in the new financial year, with works expected to take 7 months.</p> <p>We are now arranging for the skate spot at the Transport Hub to be publicly accessible early next week. The delay has been due to a wait on safety bollards to be installed that will prevent vehicle access to that area from Amohia Street. The fencing will be moved to open the northern area up to pedestrians (including skaters, scooters etc) while still closing off the bus stops that remain a GWRC construction site</p>
CCTV on Council's Parks and Open Spaces	An analysis on Council's CCTV network is being looked into and a report will go to the Council in the new triennium and the Community Board will be updated after.
The following items are part of the Council's forward work programme (for noting and appropriate updates)	
Te Newhanga Kapiti Community Centre	<p>We reported back to council on the social and community needs assessment and latest building assessment. The Meanwhile space is now open for the community, with positive feedback that users have noted the area feels safer, with families and groups actively using the space.</p> <p><b>On 30 May Council agreed to demolish the existing building in the 2024/25 financial year.</b></p>
MacLean Park (skate park, amenity block)	<p>Construction of the skatepark and amenity block has begun, <b>with the amenity block expected to complete by end of June 2024 and the skatepark by end of January 2025 or earlier if conditions allow.</b></p> <p>The skatepark construction has begun from the southern end of the park <b>and will work north. An electrical contractor will soon be engaged to upgrade the skatepark lighting and electrical services.</b></p> <p><b>The temporary skate ramp construction has started with a gravel pad in place west of the basketball court. Construction should take place over the next two weeks and the new ramp available to use from mid-late June.</b></p>
Road Safety Report for the area around Kena Kena School	Road Safety Report regarding traffic volume and pedestrian crossings

The items below for Board Members' follow up:
Flytipping/illegal dumping on Maungakotukutuku Road
Wharemauku Park/Central Park Development (including Whale song, Kaitawa Reserve Restoration Group and restoration of the Wharemauku Stream)
Ōtaihangā development – Chair is interested in the impact of this
Establishing a new bridge across the stream at Maclean Park
Establishing a cycle track in Otarua Park in partnership with local community
Bus Shelters at Bus Stops on the Kapiti Coast - GWRC is working with the Community Board
Bus Parking areas - GWRC/Council working together to conform to modern standards
Paraparaumu Airport
Disability Beach accessways
Footpath (5 Donovan Road to car park exit outside Te Atiawa Park, Paraparaumu Beach)
Equipment for older person's playground
Kaitawa Road Safety Concerns 7/9/22 for Board Members' follow up:
Conversation with trucking firms (logging) with regards to speed, road safety etc.  <i>Alternate option for logging trucks to potentially use Waterfall Road rather than Ruapehu and other domestic streets (may have merit due to safety concerns and wear and tear on local roads).</i>
Information monitoring and reporting
Potential fixed cameras
Camera monitoring in Wellington – but first step data collection
Street light clearance regarding visibility

11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA